

PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD

A meeting was held on April 16, 2009 at 6:00 p.m. at the Southwest Branch of the Brown County Library, 974 Ninth Street, Green Bay, WI

PRESENT: TERRY WATERMOLEN, DENISE BELLMORE, PAUL KEGEL, KIM LA PLANTE, PAUL SCHIERL, TONY THEISEN

EXCUSED: JOHN HICKEY, KATHY PLETCHER

ABSENT: CARLA BUBOLTZ

ALSO PRESENT: LYNN STAINBROOK, MARY RYAN, LORI DENAULT, SUE LAGERMAN, BOB ROCQUE (staff); BOB BOCHER, (Department of Public Instruction) and JODY LOVAJ (Southwest Branch Library manager)

President Terry Watermolen called the meeting to order at 6:00 p.m.

APPROVAL/MODIFY AGENDA

Terry Watermolen recommended moving agenda item #8 to follow agenda item #3 to accommodate Bob Bocher's travel schedule. Motion by Kegel, seconded by Theisen, to move agenda item #8 to follow agenda item #3. Motion carried. Motion by Theisen, seconded by Kegel, to approve the modified agenda. Motion carried.

MINUTES, BILLS AND COMMUNICATIONS

There being no changes or modifications, the March 19, 2009 meeting minutes stand approved.

Lori Denault reported that the bills did not contain any out of the ordinary expenses.

There were no communications.

OPEN FORUM FOR THE PUBLIC

Terry welcomed Jody Lovaj. Jody is the Southwest Branch Library manager. Jody spoke about improvements that have recently occurred. These included a new ceiling and lights; new furniture and a kitchen combo purchased by the Friends of the Brown County Library; new shelving purchased in honor of former County Supervisor Harold Kaye; a new children's area rug; and additional books for parents received through the LSTA grant that created Parent/Teacher Resource Centers at the Central Library and Southwest and East branches. Handicap doors were recently installed and the office and hallway were painted. The collection has been rearranged for easier browsing and customers have given positive feedback about the changes. Paul Kegel asked about the kinds of programming the library offers and Jody talked about story times, special events such as the annual carnival in which the neighborhood association is actively involved; adult computer classes; and the recent organization and clutter-control workshops. The neighborhood association's newsletter includes a page about the library and library services. Jody commented that she has seen increased demand from jobseekers for resume writing materials and Internet/computer use. The branch also has a blog; about 29,000 materials; is open Monday –Saturday and has 2 full-time staff and 4 part-time clerks.

OWLSnet

Terry welcomed and introduced Bob Bocher, automation consultant for the Department of Public Instruction. As Brown County Library considers joining the OWLSnet consortia, Bob was present to address the concerns and answer the Board's questions about automation and OWLSnet including an opt-out process if needed, control, and financial commitments. Bob gave a history of shared automation systems and how technology services – especially a computerized circulation process - were really needed and desired by the smaller libraries. Wisconsin has 17 systems of which 388 public libraries belong. Shared systems receive state aid and are responsible for offering continuing education opportunities and tech services and have been successful overall. The Board expressed concern about control once part of a consortium. Bob indicated that OWLSnet works by consensus through their AAC committee. The goal of consortiums is to increase access to collections. Denise asked if the state is moving towards a statewide system. Bob replied that the regional systems are in place and are operating successfully. It probably wouldn't be a politically or financially easy move. WISCAT is the state's catalog and its purpose was primarily to assist schools but is not an integrated state-wide catalog. The conversation turned to the library's collection. Terry expressed the library's responsibility to the Brown County taxpayer and asked if BCL would be the source of books to all the other consortium member libraries at the expense of the county. Bob replied that we would likely be a net borrower not a net lender.

Since BCL already has so many systems in place already, concern really centers on what is best for the patron from the patron's perspective. The state audit report on regional libraries indicates that there is overall satisfaction among the libraries that belong to a consortium. Denise commented that it makes sense that the small libraries are happy. What do the larger libraries think? They see being a net borrower as an advantage. Typically, a larger library (usually the Resource Library) invites small libraries to form a consortium. This scenario is different because the consortium has been formed among the small libraries and the BCL is the library considering joining. It is agreed that it is not a simple or easy process and problems will have to be discussed and worked on. Regarding decision-making, the library and the library board would give up some authority because decisions are made by the whole and may sometimes go to a vote by the AAC. The number of votes available for a library is based on funding. BCL would not have the power to rule on decisions. Libraries have to come to agreement on how to handle differences like reserves, rentals, online catalog, policies, circulation policies, delivery, collection agency use, Tele-circ, Interloan processes, self-check, etc. Lynn asked if NFLS subsidizes any of the costs. What is NFLS' state aid paying for? Individual system libraries pay for their membership not the system itself. Some have embedded subsidies. Some may pay for catalogers; they contribute to desktop PC support, delivery services, Internet access, telecommunication costs and content databases that don't overlap with Badgerlink. Terry asked if one ILS vendor is better than the other. Bob replied that there used to be several companies but many have disappeared and the ones that are left can only 'cannibalize' the customers from their competitors. Some handle the processes better than others. The emphasis needs to be placed on the differences the customers see. Tech support is another important consideration. Terry asked if DPI ranks the ILS vendors. They do not but will intervene if a library notes dissatisfaction on their annual report. Bob stated that OWLSnet has a good staff level. Consideration must be given to staff turnover, support and the investment made in training staff. Kim noted that NWTC's library belongs to a consortium and they enjoy the expertise of all participating librarians. BCL has many questions about if the library's existing peripherals would be compatible with another system and what would the costs add up to for additional licensing. It was reiterated that BCL would be joining not merging and the OWLS board has final authority. The autonomy of the Library Board would be compromised. BCL would be following the rules already established by small libraries. Lynn has explored Sirsi/Dynix and Innovative and wondered if she should also have explored Polaris. Bob didn't feel it was necessary to review them at this point. Lynn distributed a sheet that highlighted the circulation policies that BCL would have to change to comply with OWLSnet – these changes would ultimately affect the public. BCL would have to give up the Rental Collection because OWLSnet has an opposing philosophy. Again, it is important to consider how the library user is going to adapt to these changes. Stumbling blocks for BCL would be loss of the rental collection, telephone notification system and the use of collection agency.

Bob Bocher left the meeting at 7:45 p.m.

FACILITIES REPORT

Bob Rocque reported that the library took delivery on a new maintenance truck and the library's logo and website was applied. Additional lights were installed and the fireplace was fixed at the Weyers-Hilliard Branch. The bids for the facility assessments were in and will be reviewed by Paul Schierl, Bob Rocque, Lynn Stainbrook, John VanderLeest and Nate Curell from Facilities. After a joint rating and selection, a recommendation will be made to the Library Board, then to the Ed & Rec Committee and finally the County Board. The ranking criteria were previously determined.

ACCOUNTANT'S REPORT

- a. **Financial Report** Lori Denault presented financial report for March, 2009. **Motion** by Kegel, seconded by La Plante to approve the March, 2009 financial report. **Motion carried.**
- b. **Acceptance of Gifts Grants and Donations** **Motion** by Kegel, seconded by Pletcher to approve the March, 2009 Gifts, Grants and Donations as follows:

March, 2009

Gifts & Donations

Ashwaubenon Lions Club	2,000.00	Ash. Special Needs Software
Local History & Genealogy Participants	73.00	Local History & Genealogy
Local History & Genealogy Participants	36.00	Local History & Genealogy
Gordon & Kimberly Kendall	100.00	Library Improvements
Friends of the Brown County Library	147.91	SW Puppets
Friends of the Brown County Library	140.95	Children's Globe
Friends of the Brown County Library	299.99	Children's Digital Frame
Friends of the Brown County Library	78.79	WH Faux Fish Tank
Friends of the Brown County Library/Proctor & Gamble	1,000.00	Book Alive Program
Local History & Genealogy Participants	10.00	Local History & Genealogy

Anonymous	75.30	Summer Reading Program
Ashwaubenon	41.63	Donation Box
Bookmobile	5.50	Donation Box
East	52.37	Donation Box
Weyers/Hilliard	32.30	Donation Box
Central Circulation	81.53	Donation Box
Kress	10.00	Donation Box
Adult Services	13.46	Donation Box
Pulaski	85.40	Donation Box
Southwest	40.59	Donation Box
Wrightstown	12.79	Donation Box
Total Donations	\$ 4,337.51	

Federal & State Grants

Nicolet Federated Library System	\$ 40,821.46	Collection Development
Total Grants	\$ 40,821.46	

Motion carried.

CARRYOVER FUNDS UPDATE

Lori distributed an updated report for informational purposes only. Lori briefly mentioned the new ERP system the county is implementing. She is serving on two county committees charged with the set-up and operation of this system.

NICOLET FEDERATED LIBRARY SYSTEM

a. Monthly Update

Denise gave an update on the Gates PC Grant per Mark Merrifield and on behalf of John Hickey, reported that the accountants should be finishing the audit soon. The internal controls are fine and a separate report will be mailed to board members before the June meeting. Regarding the balance sheet, most of the investments are held in the local government investment pool. Terry asked about the funds held in reserve (about \$1.3 million in money markets but includes the OWLSnet payment from the NFLS member libraries). The question of what the excess reserve funds are used for still exists. An answer will be sought for the May meeting. A different company will be hired next year because this firm will be providing the payroll services for NFLS. NFLS has an open position for an assistant to the Director. Due to excess LSTA funds, monies are being divided among systems for job training-related programs. NFLS is receiving around \$14,000 for this purpose.

FOOD and BEVERAGE POLICY

An updated policy was presented to the Library board for approval. The policy allows for beverages in 'spill-proof', re-sealable containers to be brought into the library. Some limitations and exclusions apply. The full policy is posted on the library's web site. **Motion** by Kegel, seconded by La Plante to approve the Food and Beverage Policy. **Motion carried.**

PRESIDENT'S REPORT

Terry announced that Lynn was appointed to the LSTA committee and sees this as significant as this advisory committee determines allocations of the grant funds. Terry also congratulated Sandra Heinzl as being elected as President of the Friends of the Brown County Library. Terry is pleased with the progress being made on the engineering assessments as well as knowing that the library is offering computer programs for adults.

DIRECTOR'S REPORT

Lynn reviewed her list of meetings from the past month and mentioned that Gerri Gribi, who oversees the sorting of donations for the Friends' Used Book Sales was nominated for and was the runner-up for the Adult Volunteer of the Year award at the WPS Volunteer Awards breakfast. Congressman Kagen is holding a listening session at the Central Library. Lynn hopes to take him on an infrastructure tour to show the library's needs. The Friends of the Library Used Book Sale will take place May 5-9. Lynn encouraged attendance at NFLS Trustee Day at the Weidner Center on May 9. Circulation statistics show a 12% increase over March, 2008. People count is also up. Lynn is working on the paperwork for Senator Herb Kohl's appropriations bill for 2010. Lynn mentioned that the library's foreign language collection has been weeded heavily. Paul asked for a discussion at the May meeting regarding book budget allocation. Rick Krumwiede, OWLSnet Director, will be invited to attend the next meeting.

SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW

None.

ADJOURNMENT

Motion by Bellmore, seconded by Schierl, to adjourn the meeting. **Motion carried.** The meeting adjourned at 8:35 p.m.

NEXT REGULAR MEETING

May 21, 2009

Central Library Board Room

515 Pine Street, Green Bay

6:00 p.m.

Respectfully submitted,
John Hickey, Secretary
Sue Lagerman, Recording Secretary